

Academic Senate
California State Polytechnic College
San Luis Obispo, California

Academic Senate - Agenda
November 10, 1970
Staff Dining Hall - 3:10

- I. Call to Order 3:15
- II. Approval of minutes of October 13, 1970 meeting. MSC
- III. Business Items

A. Student Affairs Committee

Resolved that the Academic Senate endorses the concept of annexation of the Cal Poly campus to the City of San Luis Obispo and recommends to the President that he proceed with negotiation of arrangements to protect the interest of the College. (See the report of the Student Affairs Committee, Attachment A.)

B. Student Affairs Committee

Resolved that the Academic Senate recommends to the President that the Library lawn be used for College sponsored activities only, from 1100 to 1200 hours on Thursdays ~~when classes are in session~~ ^{during College hours}, and at any other time for College sponsored activities only when classes are not officially in session.

C. Special Committee on Full Utilization of the Summer Quarter

Resolved that a special committee of the Academic Senate be directed to prepare proposals for year-round operations which take into account the objections raised by the Special Committee on Full Utilization of the Summer Quarter. (See the report of the Special Committee on Full Utilization of the Summer Quarter, Attachment B)

D. Executive Committee

Resolved that a Committee on Distinguished Teacher Awards be appointed to continue the teaching award program ~~(as in the past)~~ ^{or later} and that such committee be directed to seek prize money for such awards.

E. Personnel Policies Committee

Resolved that the Academic Senate recommends to the President that the statement on the proposed amendments and additions to Title 5 be forwarded to the Chancellor with copies to the Statewide Academic Senate. (See the Statement Relative to the Proposed Amendments and Additions to Title 5 Dealing with Grievance and Disciplinary Procedures, etc., Attachment C.)

MS 4)

F. Executive Committee

Nominations to fill temporary vacancies on the Personnel Review Committee in accordance with Section V. B. 6. of the Bylaws.

1. For member replacing George Hoffman during Fall Quarter, 1970, from the School of Engineering and Technology; Paul Scheffer.
2. For alternate member from the School of Engineering and Technology until the next election; Enrico Bongio.
3. For alternate member from the School of Human Development and Education until the next election; Edward Ernatt.
4. For member from the School of Science and Mathematics until the next election; George Mach
5. For alternate member from the School of Science and Mathematics until the next election; Leon Maksoudian.

IV. Announcements

- A. The regular meetings of the Academic Senate for the remainder of the 1970-1971 academic year will be held at 3:15 p.m. in the Staff Dining Room on the following days: December 1, 1970; January 12, 1971; February 9, 1971; March 9, 1971; April 13, 1971; May 11, 1971 and June 1, 1971.
- B. The Executive Committee directed the Instruction Committee to continue study of the grading systems used within the College and to make a report with recommendations to the Academic Senate at its meeting in March, 1971.
- C. The Executive Committee directed that the Fairness Board should prepare a draft of its procedures and submit them to the Student Affairs Committee. The Student Affairs Committee was directed to consider and modify such draft as appropriate and recommend such procedures to the Academic Senate.
- D. The Executive Committee referred the 1970-1971 budget proposals for Cal Poly to the Budget Committee for study and report to the Academic Senate.
- E. The Coordinating Committee of the Academic Senate and the Staff Senate met and elected William Alexander as chairman and Jane Mills as secretary. The committee will meet on the third Tuesday of November, January, February, April, and May at 3:15 p.m. in Lib. 128.
- F. The following committees of the Academic Senate are currently scheduled to meet:

Budget Committee

First and third Friday
0700 - Staff Dining Hall

Curriculum Committee

Every Wednesday
1000 - MPE 122

Instruction Committee

Wednesday, November 18, 1970 and
Wednesday, December 2, 1970
1400 - G. A. 207

Personnel Policy Committee

Every Monday
1500 - Ag. 138

Research Committee

Thursday, November 12, 1970
1100 - Adm. 301

V. Information Items

A. Review of the current parking situation - Douglas Gerard

B. Review of the new Student Disciplinary Procedures - ~~Robert Chandler~~ ^{Paul BARKER}

C. State-wide Academic Senate business - Roy Anderson

Memorandum

To : William M. Alexander, Chairman
Cal-Poly Academic Senate

Date : October 8, 1970

File No.:

Copies :

From : Col. William M. Boyce, Chairman
Student Affairs Committee

WMB

Subject:

Reference is made to your memorandum, dated August 31, 1970 concerning the proposed improvements of Mustang Stadium.

The Student Affairs Committee has carefully considered proposed uses of space beneath the expanded bleachers. Assuming that legal and contractual matters which would protect the interests of the college can be resolved, the committee endorses the concept of city annexation and the reconstruction of the Cal-Poly stadium.

The committee has these general recommendations to make at this time:

1. Because of uncertain and flexible dollar values and continuing inflation, the formula for joint financing when agreed to between the college and the city should be expressed on a percentage rather than a dollar basis.
2. Very serious consideration should be given to installing artificial turf in the stadium. While it is recognized that the artificial turf is very expensive, it is considered a sound investment over the long range. It would eliminate the very poor drainage problems permanently and completely. It would require practically no maintenance. It would enable the stadium to be leased for various commercial ventures such as boat shows, sports equipment shows, automobile shows, and the like. It would encourage professional football teams to conduct their training here. It would enable the stadium to be used for some Poly Royal events or activities.
3. The committee believes the 12,000 proposed seating capacity would be adequate for several years. Nevertheless, the final design of the stadium should include a concept for expansion in the event that it became necessary in the future.
4. The entire stadium, except that portion devoted to gates and seats, should be surrounded by a very high, strong, impenetrable fence for security. This would improve the efficiency of the security force and is basic to all events that would occur in the stadium.

With respect to space utilization beneath the stands, the committee recommends the following facilities for possible consideration and for further appropriate study by various departments, agencies or committees concerned:

1. Office space for certain athletic coaches and instructors who would be more conveniently located in close proximity to the stadium.
2. New and adequate numbers of restrooms for men and women should be located under the stands on both sides of the stadium.
3. A ~~small~~^{small} but adequate first aid station should be located under the stands on both sides of the stadium. These stations would be for the use of the spectators and not necessarily the players. The stations could "double" as a security command posts.
4. Weight rooms for general student and faculty use. Weight lifting is growing in popularity at a surprisingly increasing rate and is very popular among the Cal-Poly student body.
5. A coin operated food and drink dispensing operation similar to that ~~not~~^{not} located in the basement of the Ag Ed (06) Building. This operation would be available to all faculty and students during the day, but to prevent vandalism and damage, would be closed and locked when the stadium is being used for public events.
6. Storage facilities. Convenient storage facilities are badly needed for the student operated concession stands, maintenance items, some special band equipment, athletic equipment and the like.
7. The entire ROTC Department including classrooms, offices and a rifle range might be located under the stands. The department could use the stadium for a drill field and other outdoor exercises. This would free space in the library building for library purposes or classrooms. The rifle range could be used by the Cal-Poly rifle team, and other interested students under ROTC Departmental supervision.
8. General purpose classrooms. Because of the shortage of classrooms, no opportunity for additional classroom space should be overlooked. Such classrooms would be convenient for Physical Education, Education and Business Administration classes.
9. Dormitories for athletes. It is common practice at many universities to provide housing for athletes under the athletic stadium. Because the stadium will be used for events other than Cal Poly football games, the dormitory spaces must be thoroughly soundproofed.
10. Adequate enlarged locker facilities for both home and visiting teams are, of course, essential.
11. A large general purpose room which could be used for meetings by both college and city groups or organizations, press conferences, Mustang Booster meetings and the like.

The committee does not feel qualified to place the above items in any particular priority based on need.

Memorandum

To : William M. Alexander, Chairman
Academic Senate

Date : November 2, 1970

File No.:

Copies :

From : Special Committee on Full Utilization of the Summer Quarter
A. Andreoli, W. Brown,
S. Burroughs, M. Riedlsperger,
M. Wills
Subject: Utilization of the Summer Quarter

The assignment of this committee was to report on whether the faculty is willing to consider full utilization of the Summer Quarter by implementation of the proposal suggested by Dr. Alexander. We do not want to speak for the entire faculty, however, the lack of specificity in the format of the enrollment control proposal left so many unanswered questions that the response of faculty contacted was primarily negative. Discussions centered around the theory and practice of the plan, administrative problems, mandatory conformance versus optional acceptance, and the practicality of increasing the existing Summer Quarter.

Among the most frequently asked questions (not necessarily in priority order) were:

- a. Since the Common Admissions Program does include major in its formula for those colleges which desire it, what is the significance of the statement that this plan would justify and make necessary the control of enrollment by major here at Cal Poly?
- b. What special benefit does this proposal have over any other as a stop gap measure to take the pressure off enrollment problems and reduce criticism regarding utilization of facilities?
- c. Since this proposal would require more faculty, support staff and replacement equipment, is it really any different from Summer Quarter at full capacity under the existing YRO format?
- d. Can we legally prohibit student attendance in specified quarters? Will there be exceptions?
- e. If there are to be exceptions, how will this be handled? By department, by school?
- f. How can the community possibly absorb the increased need for faculty and student housing created by full utilization?
- g. How will curriculum development be handled if not all faculty will be able to have a voice at any one time?

-2-

- h. How would faculty committees and the Academic Senate be handled to allow full voice, participation and continuity?
- i. Without an increase in facilities, where would new faculty find office space?
- j. What choice would faculty have in quarters of teaching?
- k. What are the implications for faculty doing research or attending summer institutions?
- l. Does this proposal mean an end to summer session and workshops?
- m. Will it be an advantage or a handicap in hiring?
- n. Will not curriculum be restricted especially where sequence courses are offered or in small departments where all curriculum could not be offered with some faculty off campus?
- o. What are the implications for families of staff, especially those with children in school? If they are given preference, is this not discrimination against all categories of "single" people and couples without children?
- p. If full utilization is achieved, is it reasonable to expect relaxation in the pressure for evening and Saturday classes?

Although the faculty contacted did not appear to object to an increase in utilization of the fourth quarter, many of the questions raised by the enrollment control proposal were framed in the form of objections. An alternate proposal might be considered that would increase summer quarter enrollment under the existing YRO format. A budget allowing 70% enrollment would almost approach the level of desired utilization and would eliminate many of the above raised questions.

Since it is the intent of the Legislature that all colleges with an enrollment of 10,000 FTE operate on a year-round basis by 1975, we further recommend that a special committee of the Academic Senate be charged with the formulation of an appropriate proposal which takes into account the aforementioned objections.

FULL UTILIZATION PLAN FOR CAL POLY

The plan which follows is based on two reasonable propositions.

1. The principal decision-makers of the State of California, including the State Legislature, are anxious to maximize the numbers of students receiving good educations in the California State Colleges while holding the costs for construction of new facilities to a minimum. This purpose may be accomplished by the planned utilization of our Summer Quarter.
2. The State Colleges may deny admission to qualified applicants if the colleges do not have the facilities to provide the education the applicant desires. In addition, the authority to grant or deny admission in the first instance, includes the lesser authority to admit students to specified quarters while denying the same students admission to other quarters.

Given the above propositions, the full utilization plan is simple to state. The College would select certain majors and announce that admissions would be available only on the basis of three quarters in each academic year. The three quarters available to the student would be determined at the discretion of the College. (Transfers of students from one major to another within the College would be handled in the same manner.) The College would select for this purpose those majors which currently have qualified applicants far in excess of their admissions quotas.

To illustrate the application of the full utilization plan, consider a hypothetical major with a total enrollment capacity of 300 students. Although the numbers are much larger than 300 and the problem is complicated by several majors within the School, Architecture makes a good example since they do have a very large number of qualified applicants and since their enrollment capacity is particularly fixed by facilities limitations.

Under the full utilization plan, the students would be organized into four groups of 100 each depending on the quarter in which they were initially admitted.

Group One, admitted in June, would be permitted to attend in Summer, Fall, and Winter Quarters.

Group Two, admitted in September, would be permitted to attend in Fall, Winter, and Spring Quarters.

Group Three, admitted in January, would be permitted to attend in Winter, Spring, and Summer Quarters.

Group Four, admitted in March, would be permitted to attend in Spring, Summer, and Fall Quarters.

Utilization Plan

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The total number of students enrolled during the academic year would be 400, although the number of students in class at any one time would be only 300.

If we assume that the currently enrolled students may not be required to phase into the new plan, initiation of the plan will create complications. There are three actions available, however, which would be helpful at this stage. (1) Deny admission of any students into Group Two for the first two years. (2) Admit students in Groups Three and Four as well as Group One in the first Summer Quarter. (3) Permit newly admitted students to register ahead of all continuing students.

In summary, I wish to point out two very significant and long-range side effects of the full utilization plan for Cal Poly. Both of these side effects may be regarded as clear benefits to the special educational programs of which Cal Poly is proud.

1. The plan would both justify and make necessary the continuation of the four quarter system at Cal Poly on a permanent basis.
2. The plan would both justify and make necessary the control of enrollment by major here at Cal Poly.

To: Office of The Chancellor of The California State Colleges
5670 Wilshire Boulevard
Los Angeles, California 90036

From: The Academic Senate at California State Polytechnic College
San Luis Obispo, California 93401

Subject: Statement Relative to the Proposed Amendments and Additions to Title 5
of the California Administrative Code Dealing with Grievance Procedures
and Disciplinary Action Procedures for CSC Academic Employees.

California State Polytechnic College

San Luis Obispo

The Academic Senate at California State Polytechnic College, San Luis Obispo, is opposed to the permanent adoption of the Title 5 changes which authorize the Chancellor to establish Grievance and Disciplinary Action Procedures without faculty consultation.

and without Board of trustee approval.
For example, at California State Polytechnic College, local Grievance Procedures and Disciplinary Action Procedures were recently developed through widespread consultation with the specific objective of providing fair treatment to all parties concerned.

We are particularly concerned by the amended and added sections of Title 5 of the California Administrative Code since:

- 1) Section 42701 of Article 2, Subchapter 6, Chapter 1, Part V, as amended, removes the local authority for development of adequate personnel procedures through consultation and, since grievances and disciplinary actions are personnel matters of the highest order, such local authority should not be removed.
- 2) The consultative principle expressed in the amended Section 42701 for local colleges appears to be totally lacking in the added Section 42714 of Article 2, Subchapter 6, Chapter 1, Part V, Title 5 of the California Administrative Code dealing with grievance procedures and in the added Section 43525 of Article 11, Subchapter 6, Chapter 1, Part V, of Title 5 of the California Administrative Code dealing with Disciplinary Action Procedures. Since grievances and disciplinary actions are personnel matters of the highest order, the concept of consultation at the state-wide level should be injected into these sections if they are to be made permanent.
- 3) Most grievance procedures and disciplinary action procedures have applied to actions dealing with all academic employees, both full time and part time, but the proposed additions to Title V appear to have deleted the utilization of the Grievance Procedures by part time employees or the application of the Disciplinary Action Procedures to part time employees. We question the omissions on the grounds that a grievance complains of a college decision or action; it does not lie against any individual and seeks correction of an asserted wrong: No individual should be denied a mechanism for correction of wrongs simply through employment as a part time employee.

In a similar manner, part time employees are just as likely to perform acts subjecting them to disciplinary actions as full time employees and should not be excluded from the application of Disciplinary Action Procedures.

the employee's services shall terminate at the end of that college year unless he is appointed to a terminal notice year, in which case, that his services shall terminate at the end of the succeeding college year. ~~Determinations on any appeals to the Chancellor shall be made by June 1. If any review of the Chancellor's action is to be made by the Trustees, it shall be completed by October 1.~~

FINDING OF EMERGENCY

The Board of Trustees finds that an emergency exists and that the foregoing regulation is necessary for the immediate preservation of the public health, safety or general welfare. The facts constituting such emergency are as follows:

It is essential to the discharge of the academic program of the California State Colleges that personnel practices be maintained at a high level of effectiveness. Of crucial importance to the attainment of that objective is an efficient and fair method of promptly resolving legitimate grievances of academic employees.

These considerations of good personnel policy require that this resolution, adopted with that objective be effective for the entire 1970-71 academic year, rather than to just a part of that year. Unless this resolution is adopted as an emergency measure as proposed, it will not so apply, with the result that two separate grievance systems would be operative in the fall term. The resulting confusion could well be productive of just the opposite effect on academic personnel practices from that intended.

In order to implement and interpret the foregoing powers, duties and responsibilities conferred on the Board of Trustees, it is necessary that the foregoing resolutions be adopted to become effective immediately upon filing with the Secretary of State and with the Rules Committee of each House of the Legislature.

The said regulations are therefore adopted as emergency regulations to take effect immediately upon filing with the Secretary of State and with the Rules Committee of each House of the Legislature.

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Revocation of Board Policy on Grievance Procedures for Academic Personnel (RFSA 70-24)

RESOLVED, By the Board of Trustees of the California State Colleges, that the Board revokes its policy on Grievance Procedures for Academic Personnel adopted June 27, 1968 (RFSA 68-11) and its modification of that policy adopted February 26, 1969 (RFSA 69-06), and procedures adopted to implement that policy, except that these procedures shall continue to be

applicable to matters commenced but not finally concluded by the date of the initial adoption of new grievance procedures for academic personnel, provided that decisions of the Chancellor's Review Panel in such matters shall be advisory to the Chancellor whose decision shall be final.

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Title 5 Amendment — Disciplinary Action Procedures for Academic Personnel (RFSA 70-21)

RESOLVED, By the Board of Trustees of the California State Colleges, acting under the authority of, and to implement, interpret, and make specific, Education Code Sections 22600, 22604, 23604, 24201 and 24308 and pursuant to the Administrative Procedure Act, that this Board hereby adds to and amends its regulations in Article 11, Subchapter 6 of Chapter 1, Part V, Title 5 of the California Administrative Code, as hereinafter set forth, such action being taken as emergency action to take effect immediately upon filing with the Secretary of State and with the Rules Committee of each House of the Legislature.

Section 43525 of Article 11 is amended to read as follows:

43525 Disciplinary Action Procedures for Academic Personnel. The Chancellor shall prescribe, and may from time to time revise, Disciplinary Action Procedures for Academic Personnel of the California State Colleges. These procedures shall be applicable to all full-time tenured and probationary academic employees, including those on leave of absence with or without pay. The Chancellor shall report to the Board on procedures issued or revised pursuant to this Section.

FINDING OF EMERGENCY

Attachment C.6

November 10, 1970 Agenda

The Board of Trustees finds that an emergency exists and that the foregoing regulations are necessary for the immediate preservation of the public health, safety or general welfare. The facts constituting such emergency are as follows:

It is essential to the discharge of the academic program of the California State Colleges that procedures exist for the imposition of discipline upon those who would interfere with that program. At the same time, considerations of academic personnel policy require that these procedures be effective. The facts in each case must be carefully ascertained, and discipline be imposed only after suitable reflection upon the appropriate penalty, and within a reasonable time period.

Considerations of good administration require that this resolution, adopted with that objective, be effective for the entire 1970-71 academic year, rather than apply to just a part of that year. Unless this resolution is adopted as an emergency measure as proposed, it will not so apply. Such a consequence would be inimical to the achievement of the objectives of the California State Colleges this fall.

In order to implement and interpret the foregoing powers, duties, and responsibilities conferred on the Board of Trustees, it is necessary that the foregoing regulations be adopted to become effective immediately upon filing with the Secretary of State and with the Rules Committee of each House of the Legislature.

.....

Revocation of Board Policy on Disciplinary Procedures for Academic Personnel (RFSA 70-22)

RESOLVED, By the Board of Trustees of the California State Colleges, that the Board revokes its policy on Disciplinary Action Procedures for Academic Personnel adopted February 26, 1969 (RFSA 69-06) and procedures adopted to implement that policy, except that these procedures shall continue to be applicable to matters commenced but not finally concluded by the date of the initial adoption of new disciplinary action procedures for academic personnel, provided that decisions of the Chancellor's Review Panel in such matters shall be advisory to the Chancellor whose decision shall be final.

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11-10-70
S. J.

CALIFORNIA STATE POLYTECHNIC COLLEGE
San Luis Obispo, California
November 10, 1970

Addendum No. 1 to list of Academic Senate Committees - 1970-1971
Dated October 13, 1970

Add under Budget Committee:

Don Nelson, Director of Business Affairs
Jim Landreth, Associate Director, Budgeting and Business Affairs
_____, ASI Representative

Add under Curriculum Committee:

David Cook, Associate Dean, Curriculum and Instruction
Harry Strauss, College Librarian

Add under Instruction Committee

John Heinz, Director, Audio-Visual Services and Production
Harry Strauss, College Librarian
Howard West, Associate Dean, Resources and Planning
_____, ASI Representative

Add under Personnel Policy Committee

Larry Voss, Director, Personnel Relations

Add under Student Affairs Committee

Everett Chandler, Dean of Students

Add under Personnel Review Committee

Professional Consultative Services
Marcus Gold
Angelina Martinez - Alternate

Student, ex-officio
Richard Skidmore - Alternate

Add under Research Committee

Harold Cota 1971 - Chairman

Add under Library Committee

Harry Honegger 1971 - Chairman